



City of Columbus, Ohio

THIS IS NOT AN ORDER

Solicitation - 90 2010 SA003626

Respond before: **07/06/2010 1:00 pm**

Bid Contact :

Contract Officer
Department of Public Service
Office of Support Services
109 North Front Street, Room 301
Columbus OH 43215 -
For inquiries call : (999) 999 9999

GROUP	ITEM	QTY	DESCRIPTION
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1	001	3.00 LT	Designing Services
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1.1 Project Overview: The Department of Public Service is initiating a single procurement effort that will result in the award and execution of three (3) separate general engineering contracts. The intent of these contracts is to provide the Department of Public Service with continuing, contractual access to additional resources that are necessary to perform various professional engineering, survey and technical expertise for the department to complete its capital and operating budget commitments. The Department anticipates funding each of these contracts with an initial appropriation of \$200,000.00 each from the FY2010 Capital Improvements Budget. The Department anticipates submitting planned requests to modify these contracts as the operational need arises and as funding capacity will allow over the three year term of these contracts.

1.2 An Evaluation Committee will evaluate Consultant proposals, establishing a ranking using the consultant evaluation form attached. Upon completion of the evaluations, the Evaluation Committee will recommend the three top-rated firms to the Director to receive one and only one of the three contracts. The Director shall make the final determination, based on which firms best fits the needs of the City and the projects for which the contract is to service.

1.3 The Consultant is to submit only one proposal for this entire package.

1.4 ODOT prequalification is required. The team shall be prequalified in ALL of the following work types:

Bridge Design Level 1

Interchange Justification/Modification Study

Environmental Document Preparation - CE

Non-Complex Roadway Design

Right of way Plan Development

Geotechnical Engineering

Geotechnical Testing Laboratory

Basic Traffic Signal Design

Simple Lighting Design

ESA Level I and Level II

1.5 Classification: The RFP is available for download at <http://vendorservices.columbus.gov/e-proc/>. Firms wishing to submit a proposal must meet the mandatory requirements stated in the RFP. Each offeror shall submit with its proposal an active City of Columbus Contract Compliance Certification Number, or a completed application for certification. A pre-proposal meeting will not be held. All questions concerning the RFP are to be sent to capitalprojects@columbus.gov. The last day to submit questions is June 25, 2010. Responses will be posted on the Vendor Services web site as an addendum. Phone calls will not be accepted.

For additional information concerning this bid go to the City of Columbus Vendor Services web page (<http://vendorservices.columbus.gov/e-proc/>) and view this solicitation number in the "open solicitations" listing.

Additional information:

It is highly recommended that proposals are hand delivered and not mailed as US Mail is not delivered directly to this building.

DELIVERY ADDRESS:

(See below)

Terms:

Pursuant to City of Columbus Code Section 3907.05, all contractors, including subcontractors, who are a party to a contract as defined in C.C. 3901.01, must hold a valid contract compliance certification number.

For information regarding contract compliance, please contact the Equal Business Opportunity Commission Office at (614) 645 - 4764.

Equal Opportunity Clause

(1) The contractor will not discriminate against any employee or applicant because of race, color, religion, sex or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment upgrading, demotion, or termination; rates of pay or other forms of compensation; and selection for training. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices summarizing the provisions of this Equal Opportunity Clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that the contractor is an equal opportunity employer.

(3) It is the policy of the City of Columbus that business concerns owned and operated by minority and female persons shall have the maximum practical opportunity to participate in the performance of contracts awarded by the CITY.

(4) The contractor shall permit access to any relevant and pertinent reports and documents by the Executive Director for the sole purpose of verifying compliance with this article, and with the regulations of the Equal Business Opportunity Commission Office. All such materials provided to the Executive Director by the contractor shall be considered confidential.

(5) The contractor will not obstruct or hinder the Executive Director or her deputies, staff, and assistants in the fulfillment of their duties and responsibilities imposed by Article I, Title 39.

(6) The contractor and each subcontractor will include a summary of this Equal Opportunity Clause in every subcontract. The contractor will take such action with respect to any subcontract as is necessary as a means of enforcing the provisions of the Equal Opportunity Clause.

(7) The contractor agrees to refrain from subcontracting any part of this contract modification thereto to a contractor not holding a valid contract compliance number as provided for in Article I, Title 39.

(8) Failure or refusal of a contractor or subcontractor to comply with the provisions of Article I, Title 39, may result in the cancellation of this contract.

DELIVER TO

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Department of Public Service
Office of Support Services
109 North Front Street, Ground Floor
Columbus OH 43215 -